



TOWN OF DISCOVERY BAY

A COMMUNITY SERVICES DISTRICT

SDLF Platinum-Level of Governance



PLATINUM LEVEL

President – Bill Pease • Vice-President – Bryon Gutow • Director – Kevin Graves • Director – Robert Leete • Director – Bill Mayer

**MINUTES OF THE REGULAR MEETING
OF THE BOARD OF DIRECTORS
OF THE TOWN OF DISCOVERY BAY
Wednesday June 17, 2020
REGULAR MEETING 7:00 P.M.**

**NOTICE
Coronavirus COVID-19**

In accordance with the Governor's Executive Order N-33-20, and for the period in which the Order remains in effect, the Town of Discovery Bay Community Services District Board Chambers will be closed to the public.

To accommodate the public during this period of time that the Board's Chambers are closed to the public, the Town of Discovery Bay Community Services District Board of Directors has arranged for members of the public to observe and address the meeting telephonically.

**TO ATTEND BY TELECONFERENCE:
Toll-Free Dial-In Number: (877)778-1806
CONFERENCE CODE 891949**

Download Agenda Packet and Materials at <http://www.todb.ca.gov/>

REGULAR MEETING 7:00 P.M.

A. ROLL CALL AND PLEDGE OF ALLEGIANCE

1. Call business meeting to order 7:00 p.m.- By President Pease
2. Pledge of Allegiance- Led by Vice President Gutow
3. Roll Call- All Present.

B. PUBLIC COMMENTS (Individual Public Comments will be limited to a 3-minute time limit)

None.

C. CONSENT CALENDAR

All matters listed under the CONSENT CALENDAR are considered by the District to be routine and will be enacted by one motion.

1. Approve DRAFT minutes of regular meeting for June 3, 2020.
2. Approve Register of District Invoices.
3. Annual Discovery Bay Lighting and Landscape Zone #8 Appropriations Limit for FY 2020/21 – Adopt and Approve Resolution No. 2020-14.
4. Approve Annual Assessment for the Ravenswood Improvement District – DB Lighting and Landscape Zone 9 for the Fiscal Year 2020-2021, Accept Engineer's Report and Adopt Resolution No. 2020-15.

Vice President Bryon Gutow requested to postpone Agenda Items C-3 and C-4 until he has the opportunity to comment on them.

Director Robert Leete moved to approve Agenda Items C-1 and C-2 on the Consent Calendar.

Second by Director Bill Mayer.

Motion carried- AYES:5, NOES: 0

President Pease returned to Vice President Bryon Gutow for comments on the postponed Agenda Items.

Vice President Bryon Gutow commented that the assessment fees in Zone 9 have had an annual increase for many years. The amount Zone 9 homeowners are paying is 2½ to 3 times greater than Zone 8 homeowners pay.

Director Kevin Graves made motion to approve Agenda Items C-3 and C-4.
Second by Director Bill Mayer.
Motion carried- AYES: 5, NOES: 0.

D. PRESENTATIONS

E. MONTHLY WATER AND WASTEWATER REPORT – VEOLIA

1. Postponed to July Regular Board Meeting.

F. BUSINESS AND ACTION ITEMS

1. Discussion and Possible Action Regarding Approval of Resolution No. 2020-11 Related to the November 3, 2020 Election for the Board of Directors.

General Manager Mike Davies explained the requirement to approve a resolution for Board elections allowing the Town to be on the ballot. General Manager Mike Davies shared information on deadlines for application submittal.

Director Kevin Graves made motion to approve draft Resolution No. 2020-11 ordering the Board of Directors elections on November 3, 2020, the District's draft specifications for the election in the "Notice to County Elections Official – Special District Worksheet" and the "Elected Officials and Terms of Office" report; and direct the General Manager to provide these documents to the Contra Costa County Clerk-Recorder-Elections Department by July 1, 2020.

Second by Director Robert Leete.

Motion carried- AYES: 5, NOES: 0.

2. Public Hearing, Discussion and Possible Action to Adopt the Fiscal Year 2020-21 District Operating, Capital and Revenue Budgets and Resolution 2020-13.

Finance Manager Julie Carter reminded the Board of the approved Fiscal Year 2020-21 Preliminary Budget for Revenue and Spending Plan at the Board of Directors meeting on June 3, 2020. The rate table from the approved rate study was added to the budget packet. Finance Manager Julie Carter requested adoption of the upcoming fiscal year budget. There was a discussion regarding expenditures for Water and Wastewater administration, Zone 8 and Zone 9.

Director Robert Leete made a motion to approve Resolution 2020-13 Fiscal Year 2020-21 Operating, Capital and Revenue Budgets.

Second by Vice President Bryon Gutow.

Motion carried- AYES: 5, NOES: 0.

G. DIRECTORS' REPORTS

1. Parks and Landscape Manager Bill Engelman provided landscape update on entrance to Ravenswood. He also talked about upcoming pilot landscaping project which will be used to implement a landscape strategy for larger areas once Board reviews and approves the pilot.

Director Kevin Graves stated the Parks and Recreation Committee Chairs have made arrangements to view the pilot and provide support and feedback as the landscape pilot is in the process.

H. MANAGER'S REPORT

1. Community Center Pool Update.

General Manager Mike Davies provided the Board an update of the pool at the Community Center.

Pool design has been completed and sent to the Environmental Department for plan review.

Environmental Department made recommendation for the plans and Terracon has modified the plans to include those recommendations. The plan designs are currently being reviewed by the Building Department. Next step is to allow for stake holders to weigh in with any changes they wish to see in the plans. Once that feedback from stake holders is received, Terracon will modify plans once again. Then Terracon will make a revised estimate of plans for the competitive pool and the Board will make the decision to send this project out to bid. General Manager Mike Davies expressed gratitude for Tony Adams of Adams Pool for his patience during this project as they wait for decision regarding renovations or plans for a competitive pool. States Tony Adams will need to be advised by September 2020 if he will be doing this project.

Vice President Bryon Gutow questioned if Tony Adams indicated a change in his fee since project has changed.

General Manager Mike Davies stated that Tony Adams has not advised of any changes to the fee.

I. GENERAL MANAGER'S REPORT

J. CORRESPONDENCE RECEIVED

K. FUTURE AGENDA ITEMS

L. OPEN SESSION DISCLOSURE OF CLOSED SESSION AGENDA

(Government Code Section 54957.7) Open Session adjourned at 7:14 p.m.

M. CLOSED SESSION:

1. Conference with Real Property Negotiators Pursuant to Government Code Section 54956.8
Property: 1535 Discovery Bay Boulevard, Discovery Bay, CA 94505 (APN 008-200-010)
Agency Negotiator: Bill Pease/Mike Davies/Rod Attebery
Negotiating Parties: East Contra Costa Fire Protection District
Under Negotiation: Price and Terms
Closed session began at 7:14 p.m. and concluded at 7:30 p.m. with no reportable action.

N. RETURN TO OPEN SESSION; REPORT ON CLOSED SESSION

(Government Code Section 54957.1)

O. ADJOURNMENT

1. Adjourn to the regular meeting on July 1, 2020 beginning at 7:00 p.m. at the Community Center located at 1601 Discovery Bay Boulevard.

"This agenda shall be made available upon request in alternative formats to persons with a disability, as required by the American with Disabilities Act of 1990 (42 U.S.C. § 12132) and the Ralph M. Brown Act (California Government Code § 54954.2). Persons requesting a disability related modification or accommodation in order to participate in the meeting should contact the Town of Discovery Bay, at (925) 634-1131, during regular business hours, at least forty-eight hours prior to the time of the meeting."

"Materials related to an item on the Agenda submitted to the Town of Discovery Bay after distribution of the agenda packet are available for public inspection in the District Office located at 1800 Willow Lake Road during normal business hours."

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